

2007 Iowa Culture and Language Conference (ICLC) Career Fair Opportunity

We will have a booth that will serve as a clearinghouse for employers and applicants. We will accept resumes/applications from candidates and send them to you, or you can visit the booth and pick them up in person. We will also maintain sign up sheets, for those interested, in order to facilitate meetings between employers and applicants. ***This service is free and intended to benefit Iowa employers and employees.***

If you are a potential **employer seeking applicants**, please complete the following form.

JOB FAIR POTENTIAL POSITION POSTING FORM

NAME OF EMPLOYER (COMPANY, SCHOOL, OR AGENCY NAME):		
ADDRESS OR LOCATION (AREA/CITY/STATE) WHERE OPENING IS AVAILABLE:		
ANTICIPATED TITLE OF THE POSITION TO BE FILLED:		
POSITION DESCRIPTION (AND/OR ATTACH YOUR ADVERTISEMENT):		
APPLICATION DEADLINE/PROCESS (AND/OR ATTACH CONTACT INFORMATION):		
WILL THERE BE A REPRESENTATIVE FROM YOUR COMPANY/SCHOOL/AGENCY AT THE CONFERENCE?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
PLEASE <input type="checkbox"/> MAIL AND/OR <input type="checkbox"/> FAX RESUMES/APPLICATIONS TO THE FOLLOWING ADDRESS:		

Please mail completed form to:

Telephone: 319-273-2749
E-mail: robertsc@uni.edu

Dr. Cheryl Roberts
Modern Languages
234 Baker Hall
University of Northern Iowa
Cedar Falls, IA 50614-0504

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If you are an **individual seeking employment**, please complete the following form.

JOB FAIR SEEKING POSITION FORM

YOUR NAME AND COMPLETE ADDRESS:		
YOUR TELEPHONE NUMBER(S) HOME: MOBILE:		YOUR E-MAIL ADDRESS:
ARE YOU WILLING TO RELOCATE TO ANOTHER AREA IF REQUIRED?		<input type="checkbox"/> YES <input type="checkbox"/> NO
DATE AVAILABLE FOR WORK:		
TITLE OF POSITION SEEKING		
POSITION QUALIFICATIONS (and/or attach your resume)		
WORK EXPERIENCE (last three employers)		
1. COMPANY:	POSITION HELD:	
ADDRESS:	DATES: FROM:	To:
2. COMPANY:	POSITION HELD:	
ADDRESS:	DATES: FROM:	To:
3. COMPANY:	POSITION HELD:	
ADDRESS:	DATES: FROM:	To:
EDUCATION		
PROFESSIONAL REFERENCES (include names, titles, and contact information)		
1.		
2.		
3.		

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